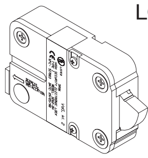
LA GARD

AUDITGARD

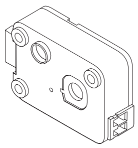
66E Firmware
4300 Dual-Handed Swingbolt
6040-DB Deadbolt Lock Instructions

MANAGER PROGRAMMING

LOCKS

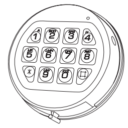


4300 Dual-Handed Swingbolt



6040-DB Deadbolt

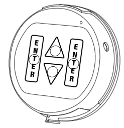
SUGGESTED KEYPADS



3750-K Round Entry



3125 Round Entry



3190 Privat^{II} (Optional)

STANDARD FEATURES **ACTIVE**

MANAGER COMBINATION *(Factory set to 1-2-3-4-5-6 or 7-8-9 depending on combination length)*

WRONG TRY PENALTY

- Four (4) consecutive invalid combinations initiates five (5) minute delay period.

LOW BATTERY WARNING

- Repeated LED flashing and repeated beeping during opening indicates battery is low and needs immediate replacement.

AUDIO AND VISUAL SIGNAL

- Double signal - two (2) LED flashes and two (2) beeps - indicates entry is valid or accepted.
- Triple signal - three (3) LED flashes and three (3) beeps - indicates invalid or not accepted.

AUDIT TRAIL

512 Audits with User ID, timestamp and operation

- For audit features see LG-AUDIT Software Package

COMBINATION LENGTH ____________

- Activate/Delete Users
- Enable/Disable Users
- Set Time Delay Values
- Open Lock

USER COMBINATION

- Open Lock
- Change Combination

TIME DELAY

- Delay period 1 - 99 minutes ____________
- Open period 1 - 19 minutes ____________

DUAL MODE ☐

- Two combinations required to open

SIGNAL TO DISABLE LOCK OPENING *(Alarm Box Required)*

- Input signal disables opening of lock by valid combination

PC PROGRAMMABLE FEATURES

MULTIPLE USERS *(Up to nine - 1 Manager and 8 Users)*

User # Installed	2	3	4	5	6	7	8	9
	☐	☐	☐	☐	☐	☐	☐	☐

TIME DELAY OVERRIDE ☐

- Ability to add second combination to override delay period

SILENT SIGNAL ALARM *(Alarm Box Required)* ☐

- Duress signal if last number of combination(s) is entered using one number higher or one number lower.

SIGNAL TO DISABLE LOCK *(Alarm Box Required)*

- Input signal disables opening with valid combination OR ☐
- Input signal disables all lock functions. ☐

- **All locks are shipped from the factory in Pre Set-up mode, with no features installed.**
- **Lock will open when 1 is pressed.**
- **Please follow LG-AUDIT PC software instructions to initially configure locks to default settings.**

MANAGER COMBINATION MUST BE CHANGED PRIOR TO PERFORMING ANY ACTION OTHER THAN OPENING THE LOCK

OPENING THE LOCK *(Without eKEY or eKEY^{II})*

1. Enter valid combination.
2. The unit will indicate a valid combination entry with a double signal.
3. Within four (4) seconds, turn the keypad to the open position (clock-wise) if using a dead bolt style lock, or turn the handle to the open position if using a swing bolt style lock.
4. Pull door open.

- Invalid Combination Entry - Unit will signal three (3) times.

CHANGING YOUR COMBINATION *(Without eKEY or eKEY^{II})*

ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN

If your unit is programmed for Dual Combination, each combination must be changed independently.

1. Enter existing combination and **hold down the last digit until unit double signals and the LED stays on.**
2. Press the “0” key.
3. Enter your NEW combination two times.
4. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.

Note: Test unit operation several times before closing the door.

CAUTION: When selecting a combination do not use birthday or other predictable data that could give correlation between the user and combination. Keep the combination secret.

- **Valid Combination Entry** - Double signal after valid combination is entered.
- **Invalid Combination Entry** - Triple signal indicates the old combination is still valid.

ACTIVATING USER *(Manager Only, without eKEY or eKEY^{II})*

ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN

1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. **PRESS 1.** Unit signals twice.
3. Press User number, 2 to 9.Unit signals twice.
4. Enter **NEW** User combination two times.
5. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.

- **Valid Combination Entry** - Double signal after valid combination is entered.
- **Invalid Combination Entry** - Triple signal indicates the old combination is still valid.

DISABLE USER *(Manager Only, without eKEY or eKEY^{II})*

ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN

1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. **PRESS 2.** Unit signals twice.
3. Press User number, 2 to 9. Unit signals once.
4. User is temporarily disabled. (User combination is saved and will be valid if reinstated.)
5. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.

REINSTATE USER *(Manager Only, without eKEY or eKEY^II)*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN
1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. **PRESS 1.** Unit signals twice.
3. Press User number, 2 to 9. Unit signals once.
4. User is reinstated.
5. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.

DELETE USER *(Manager Only, without eKEY or eKEY^II)*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN
1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. PRESS 3. Unit signals twice.
3. Press User number, 2 to 9. Unit signals once.
4. User is deleted.
5. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.

CHECK USER STATUS *(Manager Only, without eKEY or eKEY^II)*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN
1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. **PRESS AND HOLD DOWN 1.** Unit signals twice.
3. Press User number, 2 to 9.
4. Unit will signal once if the user is active, twice if the user is disabled, three times if the User is available. The unit will signal with one extended signal is the User is unavailable.
5. To exit **PRESS 0 or 1.**

SET/CHANGE TIME DELAY VALUES *(Manager Only, without eKEY or eKEY^II)*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN
1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. **PRESS 9.** Unit signals twice.
3. Enter Delay period value, from 00 to 99 minutes. For example five (5) minutes would be entered by pressing the 0 key and then the 5 key.
4. Enter Open period value, from 00 to 19 minutes. For example two (2) minutes would be entered by pressing the 0 key and then the 2 key. Unit will signal twice.

NOTE: Selecting 0000 minutes deactivates the Time Delay Feature.

5. Reenter to confirm values. Unit signals twice and feature is active.

NOTE: If Time Delay is active it may only be deactivated or delay value decreased in Open Period.

RECEIVE AUDIT *(Manager Only, without eKEY or eKEY^II)*
This function requires Serial Interface (P/N 43087) and LGVIEW Software
1. Plug Interface into PC and open LGVIEW software on PC.
2. Connect Interface to front of keypad and click safe icon button on the PC software to begin acquisition.
3. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
4. **PRESS 7.** Unit signals once and Audit will be sent.
5. Disconnect Interface Cable from PC and keypad.

DUAL MODE *(If feature is active, without eKEY or eKEY^II)*
1. Must add at least one (1) user to open lock. (See **ADD USER**)
   - At least one user must be active; all users cannot be disabled or deleted.
2. If Time Delay is active, one valid combination will start Delay period.
   - Two combinations required to open lock in Open period.

NOTE: In Dual Mode a valid user combination must be entered before the Manager Combination in order to use Manager Functions 1, 2, 3, 7 and 9.

TIME DELAY OVERRIDE *(If feature is active, without eKEY or eKEY^II)*
- Must add User 9. (See **ADD USER**)
  - If User 9 is disabled or deleted, this feature will no longer function.
- Entry of Override combination during Delay period will open the lock.

NOTE: If Time Delay is enabled, User 9 can only be added during the Open period.

SILENT SIGNAL ALARM *(If feature is active AND optional Alarm Box is connected to an alarm system.)*
- Enter last digit of combination one number higher or one number lower.
  Example: Combination: 1-2-3-4-5-6
  Duress: 1-2-3-4-5-5 **or** 1-2-3-4-5-7
- The lock will open without any indication that the duress signal has been sent.

DISABLE LOCK *(If feature is active AND optional Alarm Box is connected to an alarm system.)*
- Alarm Box (2789 or 4002) required.

Input signal to the Alarm Box will either disable the lock opening or disable all lock functions., depending on mode programmed with LG-Audit Setup Software.

OPENING THE LOCK *(With eKEY or eKEY[II])*
1. Enter valid combination and insert and remove key.
2. The unit will indicate a valid combination and key entry with a double signal.
3. Within four (4) seconds, turn the keypad to the open position (clock-wise) if using a dead bolt style lock, or turn the handle to the open position if using a swing bolt style lock.
4. Pull door open.
- **Invalid Combination Entry** - Unit will signal three (3) times.

LOCKS USING THE KEY FEATURE MUST BE ORDERED THAT WAY FROM THE FACTORY. PLEASE SEE PRICE LIST FOR PART NUMBERS FOR LOCKS SET-UP FOR eKEY or eKEY[II] USE.

CHANGING YOUR COMBINATION *(With eKEY or eKEY[II])*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN
If your unit is programmed for Dual Combination, each combination must be changed independently.
1. Enter existing combination and **hold in key until unit double signals and the LED stays on.**
2. Remove key.
3. Press the "0" key.
4. Enter your **NEW** combination two times, inserting and removing the user's key after each complete combination entry. Lock will signal twice after each combination entry and key insert.
5. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.
6. Test unit operation several times before closing the door.
- **Valid Combination Entry** - Double signal after valid combination is entered.
- **Invalid Combination Entry** - Triple signal indicates the old combination is still valid.

MANAGER COMBINATION MUST BE CHANGED PRIOR TO PERFORMING ANY ACTION OTHER THAN OPENING THE LOCK

ACTIVATING USER *(Manager Only, with eKEY or eKEY[II])*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN
1. Enter Manager combination and **hold in key until unit double signals and the LED stays on.**
2. Remove key.
3. **PRESS 1.** Unit signals twice.
4. Press User number, 2 to 9. Unit signals twice.
5. Enter **NEW** User combination two times, inserting and removing the user's key after each complete combination entry. Lock will signal twice after each combination entry and key insert.
6. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.
- **Valid Combination Entry** - Double signal after valid combination is entered.
- **Invalid Combination Entry** - Triple signal indicates the old combination is still valid.

DISABLE USER *(Manager Only, with eKEY or eKEY[II])*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN
1. Enter Manager combination and **hold in key until unit double signals and the LED stays on.**
2. Remove key.
3. **PRESS 2.** Unit signals twice.
4. Press User number, 2 to 9. Unit signals once.
5. User is temporarily disabled. (User combination is saved and will be valid if reinstated.)
6. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.

REINSTATE USER *(Manager Only, with eKEY or eKEY[II])*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN
1. Enter Manager combination and **hold in key until unit double signals and the LED stays on.**
2. Remove key.
3. **PRESS 1.** Unit signals twice.
4. Press User number, 2 to 9. Unit signals once.
5. User is reinstated.
6. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.

DELETE USER *(Manager Only, with eKEY or eKEY[II])*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN
1. Enter Manager combination and **hold in key until unit double signals and the LED stays on.**
2. Remove key.
3. **PRESS 3.** Unit signals twice.
4. Press User number, 2 to 9. Unit signals once.
5. User and combination are removed from the lock. (Add user feature is still available.)
6. If a mistake is made wait thirty (30) seconds and repeat steps **1 - 3**.

CHECK USER STATUS *(Manager Only, with eKEY or eKEYII)*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN

1. Enter Manager combination and **hold in key until unit double signals and the LED stays on.**
2. Remove key.
3. **PRESS AND HOLD DOWN 1.** Unit signals twice.
4. Press User number, 2 to 9.
5. Unit will signal once is the user is active, twice is the user is disabled, three times if the User is available. The unit will signal with one extended signal if the User is unavailable.
6. To exit PRESS 0 or 1.

SET/CHANGE TIME DELAY VALUES *(Manager Only, with eKEY or eKEY^II)*

1. Enter Manager combination and **hold in key until unit double signals and the LED stays on.**
2. Remove key.
3. **PRESS 9.** Unit signals twice.
4. Enter Delay period value, from 00 to 99 minutes. For example five (5) minutes would be entered by pressing the 0 key and then the 5 key.
5. Enter Open period value, from 00 to 19 minutes. For example two (2) minutes would be entered by pressing the 0 key and then the 2 key. Unit will signal twice.

Note: Selecting 0000 minutes deactivates the Time Delay Feature.

6. Reenter to confirm values. Unit signals twice and feature is active.

NOTE: If Time Delay is active it may only be deactivated or delay value decreased in Open Period.

RECEIVE AUDIT *(Manager Only, with eKEY or eKEY^II)*
This function requires Serial Interface (P/N 43087) and LGVIEW Software

1. Plug Interface into PC and open LGVIEW software on PC.
2. Enter Manager combination and **hold in key until unit double signals and the LED stays on.**
3. Remove key and connect Interface to front of keypad and click safe icon button on the PC software to begin acquisition.
4. **PRESS 7.** Unit signals once and Audit will be sent.
5. Disconnect Interface Cable from PC and keypad.

DUAL MODE *(If feature is active.)*

1. Must add at least one (1) user to open lock. (**See ADD USER**)
   - At least one (1) user must be active; all users cannot be disabled or deleted.
2. If Time Delay is active, one valid combination will start Delay period.
   - Two combinations required to open lock in Open period.

NOTE: In Dual Mode a valid user combination must be entered before the Manager Combination in order to use Manager Functions 1, 2, 3, 7 and 9.

TIME DELAY OVERRIDE *(If feature is active.)*

- Must add User 9. (See **ADD USER**)
  - If the User 9 is disabled or deleted, this feature will no longer function.
- Entry of Override combination during Delay period will open the lock.

SILENT SIGNAL ALARM *(If feature is active AND optional Alarm Box is connected to an alarm system.)*

- Enter last digit of combination one number higher or one number lower.
  Example: Combination: 1-2-3-4-5-6
  Duress: 1-2-3-4-5-5 or 1-2-3-4-5-7
- The lock will open without any indication that the duress signal has been sent.

DISABLE LOCK *(If feature is active AND optional Alarm Box is connected to an alarm system.)*

- Alarm Box (2789 or 4002) required.

Input signal to the Alarm Box will either disable the lock opening or disable all lock functions., depending on mode programmed with LG-Audit Setup Software.

WRONG TRY PENALTY

- Entry of four (4) consecutive invalid combinations starts a five (5) minute delay period.
  - LED flashes red at ten (10) second intervals.
- At the end of the delay period, two more consecutive invalid combinations will start the five (5) minute delay period.

During delay period keystrokes will respond with three signals.

BATTERY LOW WARNING

- Repeated LED flashing beeping during an opening indicates that the battery is low and needs immediate replacement. It is recommended that batteries be replaced at least once a year.
- Uses alkaline battery only. (Example: Duracell™ or Eveready™ alkaline batteries.)
- **If battery is depleted and will not allow lock to open, follow instructions found in the User Instructions for your keypad. Lock contains a non-volatile memory; even with batteries removed the lock will retain all programming.**

WARNING: The port for the eKEY and eKEY^II is a data port only. Connecting power to port will damage the system.

Mounting instructions available at www.kaba-mas.com.